

Project WILD Forms You Will Need

These forms are also available electronically at:

https://dnr.maryland.gov/wildlife/Pages/Education/PW_FacilitatorResources.aspx

Before:

Workshop Proposal Form:

Please allow a MINIMUM of 3 weeks notice before your workshop.

During:

Sign-in Sheet

Fill out the workshop information completely. Pass the sign-in sheet around at the beginning of the workshop and ask everyone to sign it. We need this information to be able to verify if someone has completed a workshop.

Participant Evaluation Survey

Please use the [Google form link](#), with paper as a backup option in case there is no internet connection or technological difficulties. Save time for evaluations at the conclusion of your workshop. You can also make a copy of the Google form to collect this data, then send it back as a Google sheets report. Surveys are crucial for reporting to the National Project WILD office and for our funding.

After:

At the end of the workshop please scan/send in the following:

1. [Facilitator reporting Google form](#)
2. Paper participant evaluations
3. Completed sign-in sheet

Email or mail to:

Sarah Witcher - sarah.witcher1@maryland.gov

Wildlife & Heritage Service, 580 Taylor Ave., E-1, Annapolis, MD 21401

Project WILD Workshop Proposal

*Please attach tentative agenda with this form and submit 4 weeks prior to workshop to:
Sarah Witcher, Wildlife and Heritage Service, 580 Taylor Ave E-1, Annapolis, MD 21204.
Questions? Call 410-260-8566.*

Facilitator Name(s): _____

Title or position(s): _____

Mailing Address (for guides): _____

City: _____ Zip: _____ Phone: (____) _____

Fax: (____) _____ Email: _____

Date of proposed workshop: _____ Times: _____

Location: _____ City: _____

Proposed # of workshop participants: _____

of Project WILD guides needed: _____

of Project WILD Aquatic guides needed: _____

of Flying WILD guides needed: _____

of Growing Up WILD guides needed: _____

Other guides needed: please list title and quantity!

Date by which materials should arrive: _____

Are participants formal educators who will be requesting MSDE credit? Yes No

Would you like to advertise on the MD Project WILD website? Yes No

If so, please provide registration information below. Any other requests? _____

Thanks for scheduling a workshop!!!

Project WILD Evaluation

Thanks for participating in our Project WILD workshop! The sponsors and others would like to ask your assistance in providing the following information to help us evaluate the workshop's effectiveness and to improve future workshops.

Name: _____ Email: _____

Date(s) Taken: _____ School/Affiliation: _____

Optional Demographic Information: I would describe my race or ethnic origin as:

- a. African American or Black
- b. American Indian or Alaskan Native
- c. Asian
- d. Hispanic or Latino
- e. Pacific Islander
- f. White or Caucasian
- g. Other _____

1. My position is best described as: (Please select the most accurate choice)

- a. Non-formal educator (naturalist, ranger, librarian, etc)
- b. Pre-K
- c. Elementary
- d. Middle School
- e. High School
- f. Student/Pre-Service
- g. K-12 All Ages (Admin, Resource, Special Ed)

2. Do you teach for a Title I school? Yes No

3. What County (or Counties) do you primarily teach within? _____

4. I am most likely to use WILD materials with: (Please select all that apply)

- a. Early Childhood
- b. Elementary
- c. Middle School
- d. High School
- e. College Students
- f. All Ages
- g. N/A

5. I am most likely to use WILD activities with the following number of people during 1 year:

- a. 0
- b. 1-20
- c. 21-40
- d. 41-60
- e. 61-80
- f. 81-100
- g. 101-200
- h. 200 +

Workshop Evaluation	Disagree					Agree
	1	2	3	4	5	
1. The facilitator demonstrated respect for workshop participants.	1	2	3	4	5	
2. The facilitator was knowledgeable about the session content.	1	2	3	4	5	
3. The facilitator was organized and prepared.	1	2	3	4	5	
4. The facilitator effectively demonstrated how to conduct each activity.	1	2	3	4	5	

5. I felt engaged throughout the workshop.	1	2	3	4	5
6. The workshop prepared me to use the materials with my audience.	1	2	3	4	5
7. The materials will help me address academic standards.	1	2	3	4	5
8. I plan to use WILD with my students within the next 3 months.	1	2	3	4	5
9. I will recommend this workshop to a colleague.	1	2	3	4	5
10. Overall, the workshop was excellent.	1	2	3	4	5

What was the most interesting information you learned today?

Comments/Suggestions?